



United States Department of the Interior

OFFICE OF THE SECRETARY
Washington, D.C. 20240

July 1, 1994

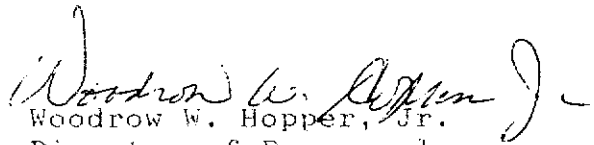
PERSONNEL MANAGEMENT LETTER NO. 94-16 (451)

SUBJECT: Departmental Awards - Delegation of Authority

Effective immediately approval for the following awards is delegated to the appropriate Assistant Secretary, Solicitor, and the Inspector General: Meritorious Service Awards, Distinguished Service Awards, Valor Awards, Conservation Service Awards, and Public Service Awards.

The approval of these awards may not be redelegated at this time. These and other award delegations will be incorporated in the Departmental Manual when it is revised.

This change does not affect the existing delegation for monetary awards. Bureaus may approve group awards which do not exceed \$10,000 in total amount and which do not exceed \$5,000 for any group member. Award amounts exceeding \$5,000 for any group member and/or any total group award exceeding \$10,000 must be approved by the Interior Incentive Awards Committee.


Woodrow W. Hopper, Jr.
Director of Personnel

INQUIRIES: Division of Employee Relations, Mail Stop 5203 MIB